United States Sections of the Combustion Institute (USSCI) Code of Conduct

The Board of Directors of the United States Sections of the Combustion Institute approved this Code of Conduct on 29 April 2022. This document complements the Code of Ethics adopted by the Board of Directors of The Combustion Institute, 23 March 2017.

The United States Section of the Combustion Institute (USSCI) is committed to providing a safe environment for all its members and meeting attendees free from harassment. Harassment in any form—including that based on sex, gender, gender identity and expression, sexual orientation, age, disability, race, ethnicity, religion (or lack thereof), medical condition, pregnancy, or any other protected characteristics recognized by law—is a violation of this Code of Conduct. Everyone should be treated with respect. No one should fear discrimination in any form. This policy applies to all USSCI members and covers behaviors that takes place at any programs or activities associated with The Combustion Institute.

Reporting an Incident or Violation of the Code of Conduct

The USSCI has established a standing Code of Conduct Committee to deal with reports of harassment. This committee will hereafter be referred to as the CC Committee. The CC Committee will consist of one USSCI Board of Directors member from each local US section (Eastern States Section of the Combustion Institute, Central States Section of the Combustion Institute, and Western States Section of the Combustion Institute) selected by the Chair of each local US section respectively.

The USSCI takes all reports of behavior prohibited by the Code of Conduct seriously and encourages any individual who experiences or witnesses such behavior to report, including anonymously, such violations to any member of the CC Committee, including by email. The USSCI encourages the prompt reporting of such matters to ensure timely and constructive resolutions.

The CC Committee will evaluate each report and speak to any involved parties to determine the most appropriate response, including both informal and formal responses, in accordance with the rights of each party. The desired response of the reporting party will be considered but cannot be determinative of the USSCI's response. In meeting with the reporting party, the CC Committee member(s) will explain that reports will be handled with sensitivity and kept as confidential as possible to respect the privacy of all parties.

Informal and formal responses are initiated to stop the prohibited behavior and prevent its recurrence. Possible responses and outcomes include, but are not limited to, issuing a warning to cease the behavior before further sanctions are pursued; separation of the involved persons; exclusion from the remainder of the current and/or future programs and activities; and revoking membership. The USSCI will maintain a record of the report and corresponding response and will forward that record to the Combustion Institute President and Executive Administrator in accordance with the Combustion Institute Code of Ethics.

Any person who experiences or witnesses prohibited behavior also has reporting options outside of the USSCI, including filing a report with their home institution or law enforcement agencies.

Retaliation

The USSCI does not tolerate any kind of retaliation against an individual filing a report or assisting in the resolution of a report of prohibited behavior (even if no responsive action is taken). Retaliation is a violation of the Code of Conduct. The USSCI takes reports of retaliation very seriously. Anyone who experiences or witnesses retaliation in any form should report it immediately to the members of the CC Committee, and the CC Committee will determine further actions as needed.